



JOB ANNOUNCEMENT

VOLUNTEER ENVIRONMENTAL INTERN

PUBLIC EDUCATION PROGRAM SAN FRANCISCO OFFICE PART-TIME POSITION

Here is an opportunity to gain valuable work experience at the California Coastal Commission while making a difference for our coast and ocean. We are seeking a detail-oriented, highly motivated individual for a volunteer internship with our Public Education Program, assisting with the Coastal Art & Poetry Contest for K-12 students. The bulk of the work will take place between February 2, 2015 and April 30, 2015. This is an unpaid, part-time position with flexible hours, approximately 8 hours per week.

Background: The Coastal Commission is a State agency charged with protecting coastal resources and managing coastal development in California. The Coastal Commission's Public Education Program works to increase public knowledge of coastal and marine resources and to engage the public in coastal protection and restoration activities. Visit our Public Education website at www.coastforyou.org to learn about all of our programs. The Public Education Program is staffed by a small team of professionals who work closely together.

The Position: The Environmental Intern will assist with the annual California Coastal Art & Poetry Contest for K-12 students. Duties will include tasks such as opening and sorting the contest entries, scanning artwork and poetry, and data entry. The bulk of the work begins after the entry deadline of January 31, 2015 and lasts for a maximum of three months, in downtown San Francisco, conveniently located near Embarcadero BART.

Desired Skills and Abilities:

- Close attention to detail and ability to follow instructions;
- Well organized;
- Experience with scanners or confidence to learn;
- Basic-level knowledge of Photoshop (for sizing and saving scanned work) or confidence to learn;
- Ability to work well independently;
- An interest in student artwork and poetry and a love of the California coast!

Contact:

Annie Kohut Frankel
Education Coordinator

415/597-5888
Annie.Frankel@coastal.ca.gov

To Apply: Please submit a current resume and cover letter to:
Annie Frankel: Annie.Frankel@coastal.ca.gov or Fax: (415) 904-5216

Applications will be accepted until the position is filled. Only those most qualified will be interviewed.

FOR MORE INFORMATION ABOUT THE COASTAL COMMISSION AND WHAT WE DO, VISIT OUR WEBSITE AT: WWW.COASTAL.CA.GOV. IF YOU HAVE QUESTIONS ABOUT THE POSITION, YOU MAY E-MAIL US AT HUMANRESOURCES@COASTAL.CA.GOV OR CALL THE ABOVE NUMBERS.

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

California Relay Service for the Hearing Impaired call 711